

RFP 920-S is hereby amended to the effect that the following changes are made:

- On page 7 of 97, Section B.2, insert the following paragraph:

GENERAL: MMAR 52.216-1 TYPE OF CONTRACT (APR 1984): The Government intends to award a single Indefinite Delivery/Indefinite Quantity type contract resulting from this solicitation against which the Government will issue firm-fixed price task orders.

- On page 7 of 97, Section B.2 f) is amended as follows:

The contractor will be paid in accordance with the CLINs specified on each task order.

- On page 9 of 97, Section B.3, the description of CLINs 0011 and 0012 is amended as follows:

CLIN 0011 –

Insert (8-1/2 x 5-1/2”):

Printing face and back in black only,

including binding.....per insert.....\$_____ \$_____

CLIN 0012 –

Insert (8-1/2 x 11”):

Printing face and back in black only,

including binding.....per insert.....\$_____ \$_____

- On page 12 of 97, Section B.3, insert the following:

V. AUTHORITY TO OPERATE:

The Government intends to issue a separate task order for the Authority to Operate requirements described in Section H.8, if required. The firm-fixed price for the Authority to Operate task order will be negotiated between the contractor and the Government prior to issuance of the task order.

- On page 13 of 97, the “Shipments” requirement is deleted in its entirety.
- On page 16 of 97, Section C.4, “Estimated Quantity/Number of Pages/Trim Sizes,” delete the following statement:

The Government reserves the right to increase the quantities specified above by up to 30% for any of the products specified.

- On page 21 of 97, Section C.13, “Stock/Paper,” is amended to revise C.13 a) as follows:

The specifications of all paper must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the “Government Paper Specification Standards No. 12,” dated March 2011, except that while postconsumer fiber is encouraged, the minimum postconsumer fiber requirements associated with JCP Codes A80, A60, K10, and V20 are waived. All other attributes remain unchanged.

- On page 22 of 97, Section C.14.3, “Inserts,” the requirement for inserts is amended as follows:

Inserts: Print face and back in black ink only. Printing consists of text and line matter. No variable imaging.

- On page 24 of 97, Section C.18 a), is amended to add the following at the end of the paragraph:

(NOTE: The placement of the bar code is to be printed on one side of every leaf. At contractor’s option, it can be on either the face or the back of the leaf.)

- On page 50 of 97, Section G.5, “Subcontracting,” paragraph a) is amended as follows:

The predominant production functions are the printing and finishing of all questionnaires, letters, inserts, and postcards as required in these specifications. Any offeror who cannot perform the predominant functions will be determined to be not acceptable. The complex collation, assembly, and packaging of completely accurate sets of mail packages and validated mailings are also critical but may be subcontracted. The required printing and construction of envelopes may also be subcontracted. The destruction of materials may also be subcontracted in accordance with Section G.17, as amended.

- On page 54, Section G.17 is amended to add the following requirement:

Destroyed waste materials and destroyed addressed materials may be recycled.

- On page 54, Section G.17 a), the second sentence of the paragraph is amended as follows:

Waste materials to be disposed of shall not leave the security of the production site.

- On page 54, Section G.17 b) is amended as follows:

Disposal of Addressed Materials: All waste copies containing addresses must be destroyed in accordance with Section H.8.7. Addressed materials to be disposed of shall not leave the security of the production site.

- On page 68 of 97, Section H.12.1.3 c) “Personnel Plan” is amended as follows:

c) (i) The approximate number of personnel at each production facility that will need security clearance under Section H.6.

c) (ii) The number of personnel who will require Special Sworn Status under Section H.11.2. Special Sworn status is required for those contractor and subcontractor personnel who will have access to Title 13 data, which includes address files and addressed materials.

- On page 87 of 97, Section L.5 e), the specified mailing address is amended as follows:

Mailing Address: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPS, 732 North Capitol Street, NW, Washington, DC 20401.

Hand delivered proposals are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC time, Monday through Friday. Offeror is to follow the instructions in the bid submission/opening area. If further instruction or assistance is required, call (202) 512-0526.

- On page 94 of 97, Section M.2 c), the third sentence of the paragraph is amended as follows:

The technical evaluation will analyze the strengths, weaknesses, deficiencies, and risks of each proposal.

Response to Questions:

1. Due to the complexity of the requirements and to ensure our bid and all other responders’ bids are thorough and have reviewed all options to provide the Government the best value, can the bid date be extended to September 17, 2018?

Response: *The proposal due date is extended to September 17, 2018.*

2. Would it be possible to get a sample of the 2018 test order?

Response: *Samples of the 2018 test order will not be made available.*

3. Does the Government have previous information on this contract? I assume it was 10 years ago because of the Census?

Response: *The most recent contract for the 2020 Census was the 0020-S IFB, which is posted on the GPO website: <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>.*

4. Can someone partner with another vendor to print the questionnaires only and complete the rest internal or is that outside the subcontract rules and not allowed?

Response: *Partnering shall be permitted in accordance with PPR I.13, Contractor Team Arrangements.*

5. Does the Government provide portions of this contract to be split out between vendors? Or is it 1 award to 1 vendor?

Response: *No, in accordance with Section L.2, the Government intends to award a single Indefinite-Delivery/Indefinite-Quantity type contract resulting from this solicitation against which the Government will issue firm-fixed price task orders.*

6. Would GPO consider bids for just the postcard portion of the Census 920-S bid?

Response: *No, in accordance with Section L.2, the Government intends to award a single Indefinite-Delivery/Indefinite-Quantity type contract resulting from this solicitation against which the Government will issue firm-fixed price task orders.*

7. Will the Government allow a qualified bidder the opportunity to produce the elements of 920-S?

Response: *In accordance with MMAR 52.216-1, Type of Contract, and Section L.2, the Government intends to award a single Indefinite-Delivery/Indefinite-Quantity type contract resulting from this solicitation against which the Government will issue firm-fixed-price task orders. In accordance with Section G.5, as amended, the contractor may not subcontract for the printing, binding of questionnaires, letters, inserts, and postcards, which are the predominant production functions of this contract. All other work may be subcontracted.*

8. If the responses to this RFP are unreasonable in cost, will the Government allow individual elements to be bid and produced by more than one bidder in a single award?

Response: *In accordance with MMAR 52.216-1, Type of Contract, and Section L.2, the Government intends to award a single Indefinite-Delivery/Indefinite-Quantity type contract. Section G.5, as amended, subcontracting articulates the work for which subcontracting is permitted: collation, assembly, and packaging of mail packages; printing and construction of the envelopes; and, destruction of materials in accordance with Section G.17, as amended.*

9. Upon review, the best plan of action for cost savings is to consolidate all of the production into one location, resulting in a minimal disaster recovery plan. Is the GPO concerned with this, and is the Government reviewing these plans as part of the whole picture for award?

Response: *In accordance with Sections L and M, Subfactor 2 b), “Facilities and Equipment,” the offeror shall describe and the Government will evaluate the offeror’s contingency plan in the event their proposed primary facilities are not available during key production phases.*

10. Will the Government relax the vetting required for all the additional temporary labor that will be required to support this RFP?

Response: *No. Section H.6 applies to all contractor/subcontractor personnel who in the course of performing work under the contract need to obtain access to a Department of Commerce IT system. Section H.11.2 applies to contractor/subcontractor personnel who will have access to Title 13 data (which includes address files and addressed materials).*

11. General Pricing Question: We are pricing the contract at current raw material prices but will not be able to begin ordering materials until Q2 of 2019 and beyond. Will there be an allowance made for fluctuation in the raw materials after the bid if prices change?

Response: *No. RFP 920-S is a firm-fixed price procurement.*

12. Page 16: Do any of the letters or inserts bleed?

Response. *No, none of the products bleed.*

13. Pages 16 and 22: On page 16, the specifications list inserts as one leaf (face and back) for 8-1/2 x 11” and 5-1/2 x 8-1/2”); on page 22, under C.14.2, the specifications state that inserts print face only in black only. Do the inserts print face only or face and back?

Response: *Inserts print face and back, as amended.*

14. Page 16: The specifications state that the Government can increase quantities by up to 30%.

- a. Can the Government confirm that quantities will not decrease by up to 30%?

Response: *As stated in Section C.4, the quantities provided are estimates only. The actual quantity for each item will be specified with each task order. C.4 is amended to remove reference to 30%.*

- b. Also in the contract it states the Government reserves the right to increase the numbers up to 30% of the estimated volume. Would this allow additional production days in the schedule to produce the increased volume request?

Response: *As stated in Section C.4, the quantities provided are estimates only. The actual quantity for each item will be specified with each task order. Each task order will include a distribution schedule that considers what is being ordered.*

15. Page 18: Section C.7 –

- a. Is there an estimate of the address file sizes for each mailing?

Response: *No, the address file sizes will not be available prior to award.*

- b. Will these files be compressed?

Response: *Whether or not the files will be compressed will not be determined prior to award.*

16. Page 21: Section C.13 b):

- a. We have discussed with both Georgia Pacific and International Paper the JCP requirements on the Booklets, and they advised that the 30% PCW could cause a concern in getting the paper required to produce the contract. Can the stock be 0% PCW in order to receive the required amount of paper for the contract?

Response: *Section C.13, “Stock/Paper,” is amended to revise C.13. a) as follows:*

The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the “Government Paper Specification Standards No. 12” dated March 2011, except that while postconsumer fiber is encouraged, the minimum postconsumer fiber requirements associated with JCP Codes A80, A60, K10, and V20 are waived. All other attributes remain unchanged.

- b. Can the PCW requirement be removed due to tightness of the paper market and limited supply capacity? Doing so, under the current paper market conditions, will allow for additional paper supplies to participate, creating supplier redundancy and mitigating risk.

Response: *Section C.13, “Stock/Paper,” is amended to revise C.13. a) as follows:*

The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the “Government Paper Specification Standards No. 12” dated March 2011, except that while postconsumer fiber is encouraged, the minimum postconsumer fiber requirements associated with JCP Codes A80, A60, K10, and V20 are waived. All other attributes remain unchanged.

- c. Can the ground woodpulp requirement be removed due to tightness of paper market and limited supply capacity? Doing so, under the current paper market conditions, will allow for additional paper supplies to participate, creating supplier redundancy and mitigating risk.

Response: *No.*

- d. What will the Government do to assure there will be sufficient paper for a single bidder in light of paper availability and allocations?

Response: *The contractor will be responsible for providing paper ordered under the task orders placed against the contract.*

17. Page 24: Section C.18: Please clarify if the bar code placement is parallel or perpendicular to the spine.

Response: *Perpendicular.*

18. Page 27: Section C.22.2 c):

- a. Would the Government allow for either saddle-stitch or paste on fold for the 8-page questionnaires?

Response: *No. The Government’s requirement is for the 8-page questionnaire to be saddle-stitched.*

- b. If not allowed, can the Government explain why this isn’t being considered, given that it was allowed in the past and could potentially provide cost savings?

Response: *The Government has determined that saddle-stitching best meets the requirement.*

- c. Why is press paste binding not allowed on the 8-page Questionnaire?

Response: *The Government has determined that saddle-stitching best meets the requirement.*

- d. Would the Government consider an 8-page questionnaire without any binding?

Response: *No.*

- e. Will the Government allow the one stage production of the 8-page questionnaire as an option?

Response: *No.*

19. Page 29: The construction of the envelopes requires covered windows.

- a. Is that for all the envelopes or just certain ones?

Response: *Refer to Section C.23 for envelope construction.*

- b. If all, would the Government be open to having no covered windows in order to ink address through the opening for mailing?

Response: *No.*

20. Page 32: Section C.27:

- a. Is any specific file format required for reporting requirement?

Response: *The file format will be mutually agreed upon after award.*

- b. Is an online dashboard tool acceptable?

Response: *The delivery format will be mutually agreed upon after award.*

21. Page 34: Section D.4.1 a) - Concerning imaging on the address panel of the Questionnaires, will the Government allow for a larger window on the envelope to facilitate the pre-inserting of questionnaires?

Response: *No.*

22. Quality Level II qualified prior to award. Will there be time to submit and get approved for the quality level required or will proposals be disqualified if not currently level II?

Response: *Proposals will not be disqualified if the vendor is not currently qualified as quality level II. In accordance with Section E.3, the contractor’s plants proposed for the printing and finishing must be qualified prior to award.*

Contractors are encouraged to submit samples as soon as possible.

23. Will the Government consider specifying tolerances on press paste binding to assure the necessary trimming of the spine before scanning?

Response: *The specifications do not allow paste binding.*

24. Page 43: Section E.9 - The QA random copies follow the printing frequency of every 5,000 or the binding frequency of every 3,000 pieces. Is there a set frequency for imaging/inserting?

Response: *No.*

25. Page 45: Sections F.2.2 b) 1) and 2): The first set of data will be received for the initial mailing and the second mailing on November 1, 2019. These mailing have an in home target date of March 2020. Due to the timeframe required for the initial and second mailing and presorting, the USPS Label List will have expired by the time these are mailed in March.

Will the Government get a waiver from USPS to allow the printer to use expired Label Lists? We believe USPS may grant a waiver since the time frame from expiration of Label Lists to mailing is relatively short.

Response: *No. The addresses are simplified addresses as defined by the U.S. Postal Service.*

26. General Imaging Technology Question: Will the same ink jet technology successfully used in 2010 and in 2015 and 2017 Census tests meet the requirements for all attributes for variable computerized imaging for the 2020 Census?

Response: *Section L requires the offeror to provide a description of its equipment which the Government will evaluate in accordance with Section M.*

27. Page 45: Section F.2.2 b) 4): What is the frequency of continuous address file transmission (once daily, multiple times per day, etc.)?

Response: *The frequency is not yet determined but it will be staged to accommodate the address production schedule.*

28. Page 47: Section F.3 m): Please confirm the procedure to follow when the contractor determines that a file contains addresses that cannot be delivered (i.e., continue processing good records, remove the rejects, and supply a separate return file to the Government).

Response: *In accordance with Section F.3 m), the contractor is to report to the Government any address that cannot be delivered. Contractor is to continue processing the file for the remainder of the addresses.*

29. General Mailing Question: During the 2010 Census mailings to U.S. Territories (Guam, American Samoa, etc.), there was a special mail-sort to provide mail pieces by postal carrier and not actual addresses. Is this a 2020 requirement?

Response: No.

30. Page 54: Section G.17 b): The condition states: “Disposal of Addressed Materials: All waste copies containing addresses must be destroyed in accordance with Section H.9.9.” The RFP does not contain a Section H.9.9. Please provide the appropriate reference.

Response: Section G.17 b), is amended as follows:

Disposal of Addressed Materials: All waste copies containing addresses must be destroyed in accordance with H.8.7. Addressed materials to be disposed of shall not leave the security of the production site.

31. Page 54: Section G.17 a): Condition states: “All documents to be destroyed cannot leave the security of the building and must be destroyed at contractor’s printing site.”

- a. Is it an acceptable alternative to use a third party for destruction on our property or a third party that provides a chain of custody with certificate of destruction?

Response: In accordance with Section G.5, as amended, subcontractors may be used to destroy documents in accordance with Section G.17, as amended. Waste materials and addressed materials to be disposed of shall not leave the security of the production site. In addition, contractor must comply with all requirements in H.8.7.

- b. Does this condition apply to items with no variable imaging (addresses) such as preprinted (but not imaged/addressed) stocks and envelopes?

Response: Yes.

- c. After shredding or destruction, can the waste materials be recycled?

Response: Yes. In accordance with Section G.17, as amended, destroyed waste materials and destroyed addressed materials may be recycled.

32. Page 57: Sections H.6 through H.10:

- a. Are products that do not contain variable data (addresses) such as pre-printed questionnaires, post cards, inserts, and letters, exempt from the NIST Special Publication 800-53 and the security expectations of the RFP?

Response: Authority to operate and continuous monitoring requirements apply to the information system(s) the contractor proposes to use to perform the contract. In accordance with Section H.8, the contractor’s solution will be assessed using NIST 800-53 controls.

- b. Please confirm that raw material suppliers do not qualify as contractors or subcontractors subject to the security expectations (specifically, envelopes).

Response: Authority to operate and continuous monitoring requirements apply to the information system(s) the contractor proposes to use to perform the contract. In accordance with Section H.8, the contractor’s solution will be assessed using NIST 800-53 controls.

33. Page 61: Section H.8 b): Should there be any new security requirements beyond the NIST Special Publication 800-53 moderate level controls identified and required during the ISC Risk Management process (or under any other assessments), who will be responsible for those additional costs?

Response: *Section B.3, as amended, includes Section V. AUTHORITY TO OPERATE:*

The Government intends to issue a separate task order for the Authority to Operate requirements described in Section H.8, if required. The firm-fixed price for the Authority to Operate task order will be negotiated between the contractor and the Government prior to issuance of the task order.

34. Page 63: Section H.9:

- a. Should there be any new security requirements that are not listed in the RFP but are identified and added as a requirement during the ISC Risk Management process (or under any other assessments), who will be responsible for those additional costs?

Response: *Section B.3, as amended, includes Section V. AUTHORITY TO OPERATE:*

The Government intends to issue a separate task order for the Authority to Operate requirements described in Section H.8, if required. The firm-fixed price for the Authority to Operate task order will be negotiated between the contractor and the Government prior to issuance of the task order.

- b. Which, if any, of these controls apply to facilities that are printing only? These facilities would not be handling any data (addresses).

Response: *Authority to operate and continuous monitoring requirements apply to the information system(s) the contractor proposes to use to perform the contract. In accordance with Section H.8, the contractor's solution will be assessed using NIST 800-53 controls.*

35. Page 63: Section H.9 c): Can the contractor be a secure site with all controls met at the facility level instead of creating physical barriers around assets?

Response: *Yes, provided that the entire facility meets all security requirements of the contract.*

36. Page 66: Section H.12 a): The specifications state: “The contractor shall submit the following Operational and Quality Control Plans within 15 calendar days of contract award. Each plan shall include, at a minimum, the content described in the following sections.” Since the plans require coordination and updates from subcontractors and vendors, would the Government please consider extending the 15 calendar days to 45 calendar days?

Response: *No.*

37. Pages 66 and 88: On page 66, under Section H.12, it states on that the Operational and Quality Control Plans are due 15 days after award; on page 88, it states that these plans are to be submitted with the offerors' proposal on September 10th. Please clarify if the Government requires these plans 15 days after award or with the proposal submission?

Response: *Section H.12 articulates a postaward requirement of the contract for the delivery of the complete Operational and Quality Control Plans. Section L.8, Factor 2, Technical Approach, requires offeror's to submit an overview of their Production Plan and Quality Control Plan that includes the bulleted items for the Government's use in evaluating offers for award.*

38. One of the requirements to submit a bid was having 3 prior Government contracts. Is this a strict rule that can cause a bid to be rejected?

Response: *The requirement for similar experience is not limited to Government contracts.*